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S7261R  
1957/58

McKISSICK MEMORIAL LIBRARY  
UNIVERSITY OF SOUTH CAROLINA

ANNUAL REPORT

for

1957 - 1958



027  
S 72.619  
1957/58



McKissick Memorial Library  
UNIVERSITY OF SOUTH CAROLINA  
COLUMBIA 19, S. C.

ALFRED RAWLINSON, LIBRARIAN

July 20, 1958

Acting President Robert L. Sumwalt,  
University of South Carolina,  
Columbia, South Carolina.

Dear President Sumwalt:

I have the honor to transmit herewith  
the annual report of the University Librarian for the  
McKissick Memorial Library for the fiscal year July 1, 1957  
to June 30, 1958.

The library staff has worked together  
harmoniously and effectively. I wish to acknowledge with  
gratitude the loyalty, willingness, and cooperation of the  
members of the staff.

Yours respectfully,

AR:mr

Alfred Rawlinson,  
Librarian.



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# LIBRARY STAFF AS OF JULY 1, 1958

Alfred Rawlinson, A.B., M.A., A.B. in L.S.	Librarian
Betty J. Ballentine, A.B.	Circulation Assistant
Virginia Boozer Beckham	Clerical Assistant
John W. Boyd, A.B., M.A., Cert. in L.S.	Ass't. Reference Librarian
Roberta Clowney	Junior Catalog Clerk
Marian Finlay, A.B., A.B. & M.A. in L.S.	Cataloger
Margaret E. Givens, B.S., B.S. in L.S.	Cataloger
Jessie G. Ham, A.B., B.S. in L.S.	Head, Catalog Department
Mary B. Hogan	Science Room Attendant
Mary Johnson, A.B.	Clerical Assistant
Dorothy M. Knox	Junior Catalog Clerk
Marvin C. Lamb, Jr., A.B., M.S. in L.S.	Periodical Librarian
Lucian S. Leach, A.B.	Periodical Assistant
Frances C. Means, A.B., B.S. in L.S.	Order Librarian
Wilhelmina Merchant	Junior Catalog Clerk
Norma Z. Nance	Circulation Assistant
Annie O. Neal, A.B.	Circulation Assistant
Gilda Rae Nunnery	Clerical Assistant
Esther C. Palmer, A.B.	Science Room Attendant
Carolyn L. Parsons, B. A. in Bus.	Librarian's Secretary
J. Mitchell Reames, B.A., B.S. in L.S., A.M.L.S.	Director,
	Undergraduate Library
Gertrude Sanders, A.B., M.A. in L.S.	Circulation Librarian
Mary W. Shipps, A.B., M.L.S.	Rare Book Librarian
Rachel C. Stevenson, A.B.	Junior Catalog Clerk
Mary E. Timberlake, A.B., M.A. in L.S.	Reference Librarian
Martha Ann Tyree, B.A.	Ass't. Reference Librarian





## STAFF RESIGNATIONS, 1957 - 1958

The following resigned from the McKissick Memorial Library staff during the year:

Jane W. Byrd, Assistant Reference Librarian, May, 1958

Marcia Gillam, Circulation Assistant, August, 1957

Joan Handy, Periodical Assistant, March, 1958

Margaret Ratliff, Librarian's Secretary, August, 1957



TOTAL EXPENDITURES REPORT

1957 - 1958

McKISSICK MEMORIAL LIBRARY

Salaries .....	\$68,518.14
Student Help .....	\$ 6,324.52
Binding .....	\$ 8,629.56
Books .....	\$85,471.70
Periodicals .....	\$29,625.09
Equipment .....	\$ 2,810.60
Supplies .....	\$ 2,827.13
Travel .....	\$ 338.32
Repairs .....	\$ 821.38

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\$205,366.44



# DEPARTMENTAL BOOK FUND REPORT

<u>DEPARTMENT</u>	<u>1957-58 FUND</u>	<u>1957-58 EXPENDITURES</u>
Art	\$ 400.00	\$ 152.02
Bible	250.00	297.73
Biology	3,200.00	3,156.08
Business Administration	2,500.00	2,247.53
Chemistry	2,400.00	3,354.13
Education	4,000.00	3,546.59
Engineering	2,500.00	3,068.19
Engineering Special	607.49	
English	1,800.00	1,641.99
Foreign Languages	2,200.00	2,251.58
Geology	500.00	994.30
Geology Special	1,700.00	
History	3,500.00	3,158.53
International Studies	750.00	672.95
Journalism	300.00	83.76
Mathematics	1,800.00	5,459.62
Mathematics Special	2,416.61	
Music	500.00	657.83
Nursing	175.00	122.66
Pharmacy	1,000.00	1,021.14
Philosophy	1,400.00	1,554.41
Physical Education	350.00	383.63
Physics	2,000.00	2,674.64
Political Science	1,000.00	1,539.29
Psychology	700.00	597.31
Sociology	750.00	883.43
	<hr/>	<hr/>
TOTAL	\$38,699.10	\$39,609.34



## REPORT ON USE OF BOOKS

Total circulation, 1955-56 .....	81,379
Total circulation, 1956-57 .....	84, 852
Total circulation, 1957-58 .....	91,990

## CATALOGING STATISTICS

New volumes cataloged, 1956-57 .....	7,503
New volumes cataloged, 1957-58 .....	8,645
Volumes reclassified, 1956-57 .....	884
Volumes reclassified, 1957-58 .....	852

## ADDITIONS TO BOOK STOCK

Book stock, June 30, 1957 .....	299,183
---------------------------------	---------

### Additions, 1957-58

Books: by purchase ..... 7,274

by gift ..... 325

by exchange ..... 365

7,964

7,964

### Government documents:

Depository grant .... 7,343

7,343

Book Stock, June 30, 1958

314,490





### INTER-LIBRARY LOANS

Received .....	436
Sent .....	179

### BINDING STATISTICS

Periodicals bound .....	1,966
Books bound .....	1,618

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3,584



## PERSONNEL:

The annual meeting of the South Carolina Library Association was held in Charleston, October 25-26, 1957. The following members of the staff attended: Miss Jessie Ham, Miss Frances Means, Miss Mary Timberlake, Miss Margaret Givens, and the University Librarian.

From January 27-30, 1958, the University Librarian attended the American Library Association midwinter meeting in Chicago.

A one-day visit was made by the University Librarian to the Lamont Library at Harvard University on March 27, 1958.

On April 11 and 12, 1958, the College and University Library Section of the South Carolina Library Association held a meeting in the McKissick Memorial Library. The section chairman was Miss Elizabeth Welborn, Librarian of Lander College.

Miss Frances Means is a member of the constitution revision committee of the South Carolina Library Association. Miss Jessie Ham is continuing to serve on the committee on classification of the Division of Cataloging and Classification of the American Library Association. Miss Margaret Givens has been active in the local chapter of the American Association of University Women.

## REFERENCE ROOM:

7,792 reference questions were handled during the year. The library is now a depository for all non-restricted publications of the Canadian Atomic Energy Commission. From material available to this library as a depository of U. S. government publications, forty-five new titles were selected. The AMERICAN STATE PAPERS, 1789-1838,



were obtained on microprint.

#### PERIODICAL ROOM:

In addition to the use of periodicals from open shelves, 19,730 were signed for by readers. 109 new subscriptions were entered. 11,041 items were sent from the duplicate collection. The entire main collection of periodicals was checked for missing issues. Checklists of bound journals were completely revised. The receiving cards of the Science and Periodical rooms were unified.

#### CIRCULATION DEPARTMENT:

For the third consecutive year there was an increase in total circulation. 7,138 more books were circulated this year than last. This was slightly over an 8°/° increase and records indicate this was the heaviest use in the library's history.

#### ORDER DEPARTMENT:

Among items of special interest added were: Audubon's ORNITHOLOGICAL BIOGRAPHY; Balzac's OEUVRES COMPLETES; INTERNATIONAL CATALOGUE OF SCIENTIFIC LITERATURE (1901-1914) - a complete set; ALUMNI CANTABRIGIENSES; microfilm holdings of the London TIMES were completed from 1785 to date; a back file and current subscription were obtained for the microfilm AMERICAN PERIODICAL SERIES were obtained.

1,199 more books were added this year than last.

Among individual donors to the library were: Dr. Thomas L. Fitzgerald; Mrs. Mary Owings Miller; Vianna McCown; Marvin Lamb, Jr.; Col. James O. Boswell; Donald S. Russell; Richard W. Lloyd; Louise





Jones DuBose; Elmer Berger; Warner T. Tabb; Mrs. Arney Childs;  
Philip D. Bradley; D. F. Bub; Louis M. Rabinowitz; Fant H. Atkinson;  
Ferdinand C. Kuehn; Mrs. Maude C. Gittman; Leonard Gray; Mrs.  
Charles E. Ives; Emil J. Long; Conrad Henry Moehlman; Alfredo Benicore;  
Rush Hicks Pearson; Bene Berith Maimonides; Oscar K. Rabinowicz;  
George Elliott Sweet; William B. Mahoney; Gabrielle Runke; Dr. Mark  
A. Boyer; Lillian Wister; H.B. Davis; M. R. Davis; Joseph B.  
Bennett, Jr.; William Edward Smith; Hermon Fiske Bell; Dr. H. H.  
Quint; Richard Bartlett Gregg; Lowry Waring Harding; Georges A. Heuse;  
Corliss Lamont; Mary P. Wheeler.

Continuous effort is being made to build up and improve the  
general library collection by checking both current reviews and  
standard book lists.

#### RARE BOOKS:

Among gifts presented this year were: A LETTER FROM OLIVIER VAN  
NOORT, presented by the James Ford Bell collection of the University  
of Minnesota; ESTHER THOMAS HOBLITZELLE COLLECTION OF ENGLISH SILVER,  
presented by Karl Hoblitzelle; a silver cup from Dr. David Ogg, of  
New College, Oxford University; several pieces of wood from the  
original flooring of Independence Hall, presented by Mr. Robert L.  
Chipley, Jr., of Greenwood, S.C.

In addition to visits from University faculty and students, school  
groups from Columbia, Orangeburg and Greenville visited the Rare Book  
Room. Also among the group visitors was a troop of Brownies from  
the First Baptist Church of Columbia and students in the Shandon  
Baptist Church Vacation Bible School.





Illustrated articles relating to the Rare Book Room appeared in SOUTH CAROLINA SCHOOLS, the GAMECOCK, the Columbia RECORD and the STATE. On March 16, 1958 in connection with National Library Week, a program was presented over "Cross Section - U.S.C." - the University sponsored T.V. program. The Columbia Library Club held one of its monthly meetings in the Rare Book Room.

#### CATALOGING DEPARTMENT;

8,645 new volumes were cataloged - 1,183 more than last year - and 45,158 catalog cards were prepared and filed. Cards for books in the Law School library and the South Caroliniana library were typed up from the main entry cards sent from these libraries and were filed into the main catalog. 584 microfilm and microcard titles were represented in the catalog. Printed information cards for the microprint edition of EARLY AMERICAN IMPRINTS have been received and filed for the "A's" and "B's". The 6th edition of the Library of Congress LIST OF SUBJECT HEADINGS arrived in March, 1958. Checking it has begun and 1,115 subject cross-references were made and filed in the catalog.

The majority of the leather-bound volumes in the government document serial set were oiled.

#### GENERAL:

The collection of the Columbia Medical Society, which had been housed in the McKissick Memorial Library since the fall of 1950, was moved by the Society to the Columbia Hospital in the fall of 1957. It is still available for use by University faculty and students.

Much thought, discussion and effort has gone into preparation



for the new undergraduate library currently under construction. From special funds provided, approximately 11,000 titles have been ordered from suggestions received from the faculty and from various standard book lists. Dr. F. W. Bradley prepared a list of recommended foreign language materials which has proved of great help. The decision has been reached to classify the books according to the Lamont Classification Scheme - especially designed for a library of this type. By the use of two electric typewriters connected with a Robo-master, cards can be prepared with two typings instead of six. Every effort is being made to keep all routines as simple as possible.



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McKISSICK MEMORIAL LIBRARY  
UNIVERSITY OF SOUTH CAROLINA

ANNUAL REPORT

for

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THE LIBRARY OF THE

OCT 8 1958

UNIVERSITY OF ILLINOIS





McKissick Memorial Library  
UNIVERSITY OF SOUTH CAROLINA  
COLUMBIA 19, S. C.

ALFRED RAWLINSON, LIBRARIAN

July 20, 1957

President Donald Russell,  
University of South Carolina,  
Columbia, South Carolina.

Dear President Russell:

I have the honor to transmit herewith  
the annual report of the University Librarian for the  
McKissick Memorial Library for the fiscal year July 1, 1956  
to June 30, 1957.

The library staff has worked together  
harmoniously and effectively. I wish to acknowledge with  
gratitude the loyalty, willingness, and cooperation of the  
members of the staff.

Yours respectfully,

AR:mr

Alfred Rawlinson,  
Librarian.





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# LIBRARY STAFF AS OF JULY 1, 1957

Alfred Rawlinson, A.B., M.A., A.B. in L.S.	Librarian
Betty J. Ballentine, A.B.	Circulation Assistant
John W. Boyd, A.B., M.A., Cert. in L.S.	Ass't. Reference Librarian
Jane W. Byrd, A.B., A.B. in L.S.	Ass't. Reference Librarian
Roberta Clowney	Junior Catalog Clerk
Marian Finlay, A.B., A.B. & M.A. in L.S.	Cataloger
Ethel A. Freshley, A.B.	Temp. Periodical Ass't.
Marcia Gillam	Circulation Assistant
Margaret E. Givens, B.S., B. S. in L.S.	Cataloger
Jessie G. Ham, A. B., B. S. in L.S.	Head, Catalog Department
Joan Handy, B.A.	Periodical Assistant
James A. Hart, B.A.	Temp. Research Assistant
Mary B. Hogan	Science Room Attendant
Dorothy M. Knox	Junior Catalog Clerk
Marvin C. Lamb, Jr., A.B.	Periodical Librarian
Frances C. Means, A.B., B.S. in L.S.	Order Librarian
Wilhelmina Merchant	Junior Catalog Clerk
Annie O. Neal, A.B.	Circulation Assistant
Esther C. Palmer, A.B.	Science Room Attendant
Margaret Ratliff, A.B.	Temp. Librarian's Secretary
Gertrude Sanders, A.B., M. A. in L.S.	Circulation Librarian
Mary W. Shipps, A.B., M.L.S.	Rare Book Librarian
Rachel C. Stevenson, A.B.	Junior Catalog Clerk
Mary E. Timberlake, A.B., M.A. in L.S.	Reference Librarian



## STAFF RESIGNATIONS, 1956 - 1957

Maude C. Gittman, who had been a member of the library staff for eighteen years, retired in June, 1957, from her position as Periodical Attendant.

The following resigned from the McKissick Memorial Library Staff during the year:

Nancy Blair, Reserve Librarian, August, 1956

Faye P. Cumbee, Librarian's Secretary, July, 1956

Jo Ann Griffin, Librarian's Secretary, May, 1957

Evelyn D. Morgenthaller, Ass't. Reference Librarian, August, 1956

Charles A. Stevenson, Reference Librarian, June, 1957

Joan Stoddard, Junior Catalog Clerk, August, 1956



TOTAL EXPENDITURES REPORT

1956 - 1957

McKISSICK MEMORIAL LIBRARY

Salaries .....	\$64,062.77
Student Help .....	\$ 6,922.59
Binding .....	\$ 7,976.50
Books .....	\$38,832.59
Periodicals .....	\$19,396.72
Supplies .....	\$ 3,094.29
Travel .....	\$ 350.00
Repairs .....	\$ 554.15

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TOTAL	\$141,189.61
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# DEPARTMENTAL BOOK FUND REPORT

<u>DEPARTMENT</u>	<u>1956-57 FUND</u>	<u>1956-57 EXPENDITURES</u>
Art	\$ 250.00	\$ 247.83
Bible	150.00	203.75
Biology	2,800.00	2,745.40
Business Administration	2,000.00	1,571.20
Chemistry	2,000.00	2,293.11
Education	3,600.00	3,238.27
Engineering	2,000.00	2,000.00
English	1,800.00	1,545.81
Foreign Languages	2,000.00	1,264.54
Geology	350.00	434.49
History	3,000.00	3,078.53
Journalism	400.00	169.03
Mathematics	1,200.00	1,200.00
Music	500.00	306.39
Nursing	175.00	189.14
Pharmacy	750.00	849.67
Philosophy	1,000.00	1,340.09
Physical Education	350.00	277.17
Physics	2,000.00	2,073.35
Political Science	1,000.00	1,047.64
Psychology	600.00	708.52
Sociology	<u>600.00</u>	<u>524.23</u>
TOTAL	\$28,525.00	\$27,308.16
Engineering Special		1,892.51
Mathematics Special		<u>83.39</u>
	TOTAL	\$29,284.06



## REPORT ON USE OF BOOKS

Total circulation, 1954-55 .....	81,161
Total circulation, 1955-56 .....	81,379
Total circulation, 1956-57 .....	84,852

## CATALOGING STATISTICS

New volumes cataloged, 1955-56 .....	9,113
New volumes cataloged, 1956-57 .....	7,503
Volumes reclassified, 1955-56 .....	1,390
Volumes reclassified, 1956-57 .....	884

## ADDITIONS TO BOOK STOCK

Book stock, June 30, 1956 .....	282,608
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### Additions, 1956-57

Books: by purchase .....	6,103
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by gift .....	426
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by exchange .....	<u>236</u>
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6,765	6,765
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### Government documents:

Depository grant .....	9,810	<u>9,810</u>
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Book stock, June 30, 1957 .....	299,183
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# INTER-LIBRARY LOANS

Received .....	565
Sent .....	116

# BINDING STATISTICS

Periodicals bound .....	1,854
Books Bound .....	<u>1,258</u>
	3,112



## PERSONNEL:

Attending the biennial meeting of the Southeastern Library Association in Roanoke, Virginia on October 11-13, 1956, were Miss Margaret Givens and the University Librarian.

The annual meeting of the South Carolina Library Association was held at Clemson on October 25-27, 1956. Miss Jessie Ham, Miss Frances Means, and the University Librarian attended. Miss Ham was elected Treasurer of the Association.

On December 18, 1956 the University Librarian attended a meeting of the Association of Southeastern Research Libraries in Atlanta, Georgia.

Under the Chairmanship of Mr. J. W. Gordon Gourlay, Librarian of Clemson, the College and University Section of the South Carolina Library Association held a meeting in the McKissick Memorial Library on May 10-11, 1957.

The University Librarian attended the annual convention of the American Library Association in Kansas City, Missouri, from June 24-27, 1957.

The library has contributed to three co-operative ventures during the year. (1) All serials the library has which began publication after January 1, 1950 have been reported to the Library of Congress NEW SERIAL TITLES. (2) Since March, 1957, all currently cataloged material has been reported to the Library of Congress NATIONAL UNION CATALOG. (3) All serials published before December, 1949, acquired by the library since the publication of the UNION LIST OF SERIALS and its supplements or not already recorded in it,





have been reported for a contemplated Southeastern supplement to the UNION LIST OF SERIALS.

#### REFERENCE ROOM:

8,249 reference questions were handled during the year. The microprint edition of the complete set of UNITED NATIONS DOCUMENTS AND OFFICIAL RECORDS, 1946-1953 replaced incomplete holdings of the printed works. Also acquired on microprint were the U. S. SERIAL SET volumes for the 19th through 23rd Congresses. All aspects of the work of the reference room showed an increase - those using its facilities, questions asked, inter-library loans, and use of government publications.

#### PERIODICAL ROOM:

1,627 issues of periodicals were received on exchange from other libraries and 6,564 were sent from our duplicate collection. In addition to the use of periodicals from open shelves, 19,870 were signed for by readers. 58 new subscriptions were entered.

#### CIRCULATION DEPARTMENT:

A punched card system for recording circulation was installed in the fall of 1957. During the year there was an increase of 3,473 in total circulation. The main desk had an increase of 5,549; the science room an increase of 1,049, and in the reserve room there was a decrease of 3,612. During March, 1957, a survey of circulation in the McKissick, Caroliniana, and Education libraries showed that the 4,184 students in 5,430 transactions checked out 9,173 books. Approximately 70 per cent was assigned reading; 25 per cent voluntary reading in connection with course work; and



5 per cent was voluntary recreational reading.

ORDER DEPARTMENT:

Among items of special interest added were: LETTERS OF JOHN JAMES AUDUBON; WORKS OF STEPHEN CRANE; GRAND DICTIONNAIRE UNIVERSEL DU XIX<sup>e</sup> SIECLE; SOUTHWEST HISTORICAL SERIES; and TUDOR TRANSLATIONS. Subscriptions were entered for microcard editions of books from E.M. Coulter's bibliography of TRAVELS IN THE CONFEDERATE STATES; the KENTUCKY CULTURE SERIES; and NINETEENTH CENTURY AMERICAN LITERATURE ON MICROCARDS. On microprint the chief acquisition was the UNITED NATIONS DOCUMENTS AND OFFICIAL RECORDS, 1946-1953.

Among donors to the library were: Mrs. Harry Davis; J. C. Haden; Historical Branch of the United States Marine Corps; Democratic National Committee; Southern Regional Education Board; John Glass Chaffie; Columbia Museum of Art; Buffalo Public Library; Geological Society of America; Yale Fund for Merchant Seaman Studies; P. F. Kobbe; W. K. Kellogg Foundation; American Institute for Economic Research; Aluminum Company of America; Science Research Council; George Washington University; Louise J. DuBose; Henry I. Wachtel; Sears, Roebuck and Company; New York State Library; University of Paris; Ford Foundation; Rockefeller Foundation; American Cancer Society; Wellman L. France.

Continuous effort is being made to build up and improve the general library collection by checking both current reviews and standard book lists.



## RARE BOOKS:

Among displays have been ones centered around rare items by Audubon, Wilson, Cassin, and Bonaparte; fashions as depicted in BRAHAM'S MAGAZINE and GODEY'S LADY'S BOOK; Confederate imprints; color plates in rare journals of scientific societies. Visits to the rare book room have been made by classes of University students and off campus groups.

An unusual and colorful collection of native costume dolls was presented by Mrs. Sol Kohn. Included are Wayang puppets from Java.

## CATALOGING DEPARTMENT:

7,503 new volumes were cataloged and 44,912 catalog cards were prepared and filed. 299 new cards were prepared for Caroliniana Library books represented in the McKissick Memorial Library catalog. 261 microfilm and microcard titles were cataloged. It is anticipated that printed cards will soon be available for items in the microprint edition of EARLY AMERICAN IMPRINTS. Cards were typed up from main entry cards which the Law School library furnished.

Leather bound books in the Treasure Room stacks on the ground floor were oiled, as were the leather bound books in the Retired Reference Collection. A start was made on oiling the leather bound volumes of the government document serial set.





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1955/56

McKISSICK MEMORIAL LIBRARY  
UNIVERSITY OF SOUTH CAROLINA

ANNUAL REPORT

for

1955 - 1956





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1955/56  
McKissick Memorial Library  
UNIVERSITY OF SOUTH CAROLINA  
COLUMBIA 1 , S. C.



July 20, 1956

ALFRED RAWLINSON, LIBRARIAN

President Donald Russell,  
University of South Carolina,  
Columbia, South Carolina.

Dear President Russell:

I have the honor to transmit herewith  
the annual report of the University Librarian for the  
McKissick Memorial Library for the fiscal year July 1, 1955  
to June 30, 1956.

The library staff has worked  
together harmoniously and effectively. I wish to acknowl-  
edge with gratitude the loyalty, willingness, and cooperation  
of the members of the staff.

Yours respectfully,

AR:fc

Alfred Rawlinson,  
Librarian.



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NARRATIVE REPORT .....	7 - 10



# LIBRARY STAFF AS OF JULY 1, 1956

Alfred Rawlinson, A.B., M.A., A.B. in L.S.	Librarian
Nancy C. Blair, A.B., A.B. in L.S.	Reserve Librarian
Edwin M. Brogdon, A.B., M.A.	Temp. Circulation Asst.
Faye Cumbee, Cert. in Sec. Science	Librarian's Secretary
Marian P. Finlay, A.B., A.B. in L.S.	Cataloger
Maude C. Gittman, A.B.	Periodical Attendant
Margaret E. Givens, B.S., B.S. in L.S.	Cataloger
Jo Ann Griffin	Junior Catalog Clerk
Jessie G. Ham, A.B., B.S. in L.S.	Head, Catalog Department
Mary B. Hogan	Science Room Attendant
Dorothy M. Knox	Junior Catalog Clerk
Marvin C. Lamb, Jr., A.B.	Periodical Attendant
Frances C. Means, A.B., B.S. in L.S.	Order Librarian
Wilhelmina Merchant	Junior Catalog Clerk
Evelyn D. Morgenthaller, A.B., A.B. in L.S.	Ass't. Reference Lib'n.
Annie O. Neal, A.B.	Circulation Assistant
Esther C. Palmer, A.B.	Science Room Attendant
Gertrude Sanders, A.B., M.A. in L.S.	Circulation Librarian
Mary W. Shipps, A.B., M.L.S.	Rare Book Librarian
Charles A. Stevenson, A.B., M.A. in L.S.	Reference Librarian
Joan Stoddard, B.E.	Junior Catalog Clerk



## STAFF RESIGNATIONS, 1955 - 1956

The following resigned from the McKissick Memorial Library Staff during the year:

Frances A. Barker, Librarian's Secretary, July 1955

Sarah T. Boyd, Junior Catalog Clerk, June 1956

Elenore H. Driscoll, Circulation Assistant, November 1955

Daniel R. Newton, Science Room Attendant, September 1955

Eleanor H. Richardson, Circulation Assistant, March 1956

Caroline H. Ryan, Circulation Librarian, August 1955

Ronda R. Sawyer, Reference Librarian, June 1956

Pauline S. Williamson, Junior Catalog Clerk, January 1956





TOTAL EXPENDITURES REPORT

1955 - 1956

McKISSICK MEMORIAL LIBRARY

Salaries .....	\$63,281.71
Student Help .....	\$ 6,793.76
Binding .....	\$ 7,395.70
Books .....	\$33,891.45
Periodicals .....	\$15,370.11
Supplies .....	\$ 1,161.97
Travel .....	\$ 185.52
Repairs .....	\$ 1,083.17

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TOTAL \$129,162.39



# DEPARTMENTAL BOOK FUND REPORT

<u>DEPARTMENT</u>	<u>1955-56 FUND</u>	<u>1955-56 EXPENDITURES</u>
Art	\$ 400.00	\$ 249.56
Bible	250.00	165.68
Biology	2,500.00	2,654.80
Business Administration	1,500.00	1,353.08
Chemistry	2,000.00	1,727.15
Education	3,000.00	2,709.67
Engineering	1,500.00	1,764.06
English	1,500.00	1,422.41
Foreign Language	1,700.00	1,680.69
Geology	350.00	339.07
History	2,400.00	2,629.01
Journalism	400.00	237.88
Mathematics	1,100.00	882.61
Music	700.00	425.04
Nursing	200.00	184.62
Pharmacy	600.00	711.74
Philosophy	1,400.00	1,564.28
Physical Education	400.00	337.94
Physics	1,000.00	1,594.59
Political Science	1,000.00	1,034.50
Psychology	700.00	521.39
Sociology	<u>800.00</u>	<u>595.51</u>
TOTAL	\$25,400.00	\$24,776.18
Physics Special		2,247.66
Mathematics Special		<u>4,943.29</u>
	TOTAL	\$31,967.13



## REPORT ON USE OF BOOKS

Total circulation, 1953-54 .....	82,930
Total circulation, 1954-55 .....	81,161
Total circulation, 1955-56 .....	81,379

## CATALOGING STATISTICS

New volumes cataloged, 1954-55 .....	7,678
New volumes cataloged, 1955-56 .....	9,113
Volumes reclassified, 1954-55 .....	2,169
Volumes reclassified, 1955-56 .....	1,390

## ADDITIONS TO BOOK STOCK

Book stock, June 30, 1955 .....	270,443
Additions, 1955-56	

Books: by purchase .....	6,095
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by gift .....	389
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by exchange .....	<u>399</u>
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6,936
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6,936
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Government documents:

Depository grant ...	5,229
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<u>5,229</u>
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Book stock, June 30, 1956 .....	282,608
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### INTER-LIBRARY LOANS

Received .....	369
Sent .....	124

### BINDING STATISTICS

Periodicals bound .....	1,717
Books bound .....	<u>1,422</u>
	3,139





#### PERSONNEL:

The annual meeting of the South Carolina Library Association was held in Columbia on October 28-29, 1955 and was well attended by members of the staff. Miss Jessie Ham served as Chairman and Miss Margaret Givens and Miss Frances Means were members of the Exhibits Committee.

Under the Chairmanship of Mr. Herbert Hucks, Jr., Librarian of Wofford College, the College and University Section of the South Carolina Library Association held a meeting in the McKissick Memorial Library on April 6-7, 1956.

From April 9 to May 18, 1956 the University Librarian attended the Advanced Seminar for Library Administrators at the Graduate School of Library Service at Rutgers University.

On October 24 and 25, 1955 the University Librarian attended a meeting of the Southeastern Interlibrary Research Facility in Atlanta, Georgia.

#### REFERENCE ROOM:

6,168 reference questions were handled during the year. The use of United States government publications has increased. Seven new titles were requested for the depository collection and two were dropped. Volumes 1-123 of the Serial Set were acquired on microprint. There was an increase in inter-loan activity.

#### PERIODICAL ROOM:

1,108 issues of periodicals were received on exchange from



other libraries and 2,407 were sent from our duplicate collection. In addition to the use of periodicals from the open shelves, 20,412 were signed for by readers. 79 new subscriptions were entered.

#### CIRCULATION DEPARTMENT:

There was a small increase in total circulation. Use of Reserve Reading Room books dropped while circulation from the main desk and from the Science Room increased.

#### ORDER DEPARTMENT:

Among items of especial interest added were: JAHRBUCH ÜBER DIE FORTSCHRITTE DER MATHEMATIK; subscriptions to the microprint EARLY AMERICAN IMPRINTS and the new HANDBUCH DER PHYSIK; Cooke, ILLUSTRATIONS OF BRITISH FUNGI; Diderot, OEUVRES COMPLETES; Hatin, HISTOIRE POLITIQUE ET LITTERAIRE DE LA PRESSES EN FRANCE; Kant's GESAMMELETE SCHRIFTEN; MEMORIAL DES SCIENCES MATHÉMATIQUES; completion of the New York TIMES on microfilm from 1851 to date.

Among donors to the library were: Karen Arnold; Dr. Orin F. Crow; Automobile Mechanics Association; Mrs. H. E. Davis; Horace Boises Hawthorn; Ferdinand C. Kuehn; Arabian-American Oil Company; Eugenio Carlos de Hostos; R. H. Cain, Jr.; Mrs. H. W. Davis; Glen Whitlock; Kentucky Historical Society; Dr. H. H. Turney-High; Rudolf S. Hecht; Southern Newspaper Publishers Association; Southern Education Foundation; Win Eckhardt; Mrs. William Seymour Tyler; Dr. J. W. Hassell; Kresge Foundation; Robert Schalkenbach Foundation; C. J. Overbeck; William D. Morgan; E. B. Hinnant;





A.W. Day, Jr.; Lincoln Arc Welding Company; Bill Buffington; J. L. Williams; Philip M. McKenna; Richard W. Floyd; Edward Lee Anderson; Mrs. Garland Hayes; J. Earl Cliset; in memory of Ralph Kelsey Foster; Edward Binnicker; Dr. J. J. Petty.

Continuous effort is being made to build up and improve the general library collection by checking both current reviews and standard book lists.

#### RARE BOOKS:

Among displays have been ones centered around the Polygot Bibles; early English materials such as Domesday Book and Anglo-Saxon Chronicle; early 17th century histories; facsimiles of MSS and early printing; early scientific works; early botanical and general periodicals. Displays have been set up in Russell House in connection with Dr. F. A. Pottle's lectures on Boswell and the meeting of the Southeastern Renaissance Society. Visits to the rare book room have been made by classes of University students and off campus groups.

#### CATALOGING DEPARTMENT:

9,113 new volumes were cataloged and 51,249 catalog cards were prepared and filed. 1,758 new cards were prepared and old cards revised and corrected for Caroliniana Library books represented in the McKissick Memorial Library catalog. 36 microfilm and microcard titles were cataloged. Cards were also typed up from main entry cards which the Law School Library sent. This means that the catalog in the McKissick Library now shows holdings of all libraries on the campus except for the Extension Division Library.



The leather bound books in the Treasure Room stacks were oiled as were all the leather bound books on the ground floor of the central stack area.





027  
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1953/54

MCKISSICK MEMORIAL LIBRARY  
UNIVERSITY OF SOUTH CAROLINA

ANNUAL REPORT

for

1953 - 1954



027  
S 7261 R  
1953/54

MCKISSICK MEMORIAL LIBRARY  
UNIVERSITY OF SOUTH CAROLINA  
Columbia, South Carolina

August 5, 1954

President Donald Russell  
University of South Carolina  
Columbia, South Carolina

Dear President Russell:

I have the honor to transmit herewith the annual report of the University Librarian for the McKissick Memorial Library for the fiscal year July 1, 1953 to June 30, 1954.

In amount of material acquired, its preparation and processing, and in use of library resources by faculty and students, the library has exceeded its work of the previous year. This is an encouraging trend.

The library staff has worked together harmoniously and effectively. I wish to acknowledge with gratitude the loyalty, willingness, and cooperation of the members of the staff.

Yours respectfully,

*Agnes Hamilton*

University Librarian  
and Professor of Library Science

AR:bk



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# LIBRARY STAFF AS OF AUGUST 1, 1954

Alfred Rawlinson, A.B., M.A., A.B. in L.S.	Librarian
Elenore Hoffman Driscoll, A.B., Cert. in L.S.	Circulation Assistant
Marian P. Finlay, A.B., A.B. in L.S.	Cataloger
Maude C. Gittman, A.B.	Periodical Attendant
Margaret E. Givens, B.S., B.S. in L.S.	Cataloger
Jessie G. Ham, A.B., B.S. in L.S.	Head, Catalog Department
Mary B. Hogan	Science Room Attendant
Charles Robert Jones, A.B., A.B. in Ed.	Temp. Periodical Attendant
Dorothy M. Knox	Junior Catalog Clerk
Margaret C. Knox, B.S. in Business Administration	Librarian's Secretary
Marvin C. Lamb, Jr., A.B.	Periodical Attendant
Virginia Wilson Marks, B.S.	Circulation Assistant
Frances C. Means, A.B., B.S. in L.S.	Order Librarian
Wilhelmina Merchant	Junior Catalog Clerk
Evelyn D. Morgenthaler, A.B., A.B. in L.S.	Ass't. Ref. Librarian
Mildred C. Morris	Junior Catalog Clerk
Annie O. Neal, A.B.	Circulation Assistant
Ellen T. Pugh, B.A., M.A., B.S. in L.S.	Rare Book Librarian
Caroline H. Ryan, B.S. in Ed., B.S. in L.S.	Circulation Librarian
Ronda R. Sawyer, A.B., B.S. in L.S.	Reference Librarian
Robert N. Sheridan, A.B.	Science Room Attendant
Charles A. Stevenson, A.B., M.A. in L.S.	Documents Librarian
Pauline S. Williamson, A.B.	Junior Catalog Clerk
Mary Gray Withers, A.B., B.S. in L.S.	Temp. Senior Cataloger





## STAFF RESIGNATIONS, 1953-54

The following resigned from the McKissick Memorial Library Staff during the year:

Ronald G. Adams, Science Room Attendant, August, 1953

Samuel M. Baker, Assistant Reference Librarian, December, 1953

Elisabeth D. English, Assistant Librarian, June, 1954

Mildred Taylor, Circulation Assistant, April, 1954

Mr. Adams and Mr. Baker were drafted; Miss English retired; and Mrs. Taylor joined her husband upon his return from overseas duty with the Army.



TOTAL EXPENDITURES REPORT

MCKISSICK LIBRARY - GENERAL

Salaries. . . . .	.\$60,289.62
Student Help. . . . .	.\$ 6,921.84
Binding . . . . .	.\$ 6,641.69
Books . . . . .	.\$31,339.31
Periodicals . . . . .	.\$15,907.28
Supplies. . . . .	.\$ 2,110.05
Travel. . . . .	.\$ 161.00
Repairs . . . . .	.\$ <u>849.95</u>
TOTAL. . . . .	.\$124,220.74



# DEPARTMENTAL BOOK FUND REPORT

<u>DEPARTMENT</u>	<u>1953-54 FUND</u>	<u>1953-54 EXPENDITURES</u>
Art	\$ 450.00	\$ 414.45
Bible	200.00	209.60
Biology	2,000.00	2,086.21
Business Administration	1,000.00	1,135.79
Chemistry	1,000.00	1,404.14
Education	4,581.46	4,074.76
Engineering	1,200.00	1,566.77
English	1,500.00	1,486.77
Foreign Languages	1,200.00	1,284.02
Geology	400.00	334.65
History	2,436.00	2,767.93
Homemaking	400.00	337.05
Hygiene	75.00	86.57
Journalism	500.00	378.15
Mathematics	750.00	800.71
Music	750.00	633.23
Nursing	300.00	222.05
Pharmacy	500.00	714.99
Philosophy	1,500.00	1,325.21
Physical Education	250.00	258.87
Physics	5,032.15	6,195.79
Political Science	1,000.00	728.19
Psychology	600.00	493.76
Social Work	1,000.00	309.18
Sociology	<u>1,300.00</u>	<u>1,027.91</u>
TOTALS	\$29,924.61	\$30,276.75



## REPORT ON USE OF BOOKS

Total circulation, 1951-52. . . . .	.64,818
Total circulation, 1952-53. . . . .	.70,370
Total circulation, 1953-54. . . . .	.82,930

## CATALOGING STATISTICS

New volumes cataloged, 1952-53. . . . .	6,526
New volumes cataloged, 1953-54. . . . .	8,076
Volumes reclassified, 1952-53 . . . . .	5,725
Volumes reclassified, 1953-54 . . . . .	4,096

## ADDITIONS TO BOOK STOCK

Book stock, June 30, 1953 . . . . .	248,610
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### Additions, 1953-54

Books: by purchase . . . . .	5,224		
by gift . . . . .	680		
by exchange . . . . .	<u>9</u>		
	5,913		5,913

### Government documents:

Depository grant. . . . .	5,044		<u>5,044</u>
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Book stock, June 30, 1954 . . . . .	259,567
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# INTER-LIBRARY LOANS

Received . . . . .	307
Sent . . . . .	97

# BINDING STATISTICS

Periodicals bound. . . . .	1,676
Books bound. . . . .	<u>1,505</u>
	3,181



#### PERSONNEL:

Miss Elisabeth D. English, Assistant Librarian, retired on June 30, 1954, after more than forty years on the University Library Staff. At a tea given in her honor by the staff, she was presented with a silver tray from the University faculty and staff and a silver bowl from members of the library staff.

The University Librarian attended the Conference of Eastern College Librarians at Columbia University on November 28, 1953; the dedication of the University of Georgia and Georgia Tech library buildings on November 19 - 21, 1953; and a meeting of the Executive Committee of the Southeastern Library Association in Atlanta on January 16, 1954.

The staff was well represented at the meeting of the South Carolina Library Association held in Columbia on October 30 - 31, 1953. Jessie Ham was Chairman of Exhibits and Caroline Ryan and Elenore Driscoll were active on the Local Arrangements Committee.

#### REFERENCE ROOM:

The library's holdings in the 1950-1952 supplement to Winchell's GUIDE TO REFERENCE BOOKS and Leidy's POPULAR GUIDE TO GOVERNMENT PUBLICATIONS were checked. 4174 reference questions were handled during the year.

#### PERIODICAL ROOM:

3,807 issues of periodicals were received on exchange from other libraries and 2,314 were sent from our duplicate collection. In addition to the use of periodicals from the open shelves, 24,280 were signed for by readers.



#### CIRCULATION DEPARTMENT:

For the second consecutive year there was an increase in books circulated. This year's total was 82,930 which is seventeen and one-half per cent above last year.

#### ORDER DEPARTMENT:

Among the items of especial interest added were: ANNALEN DER PHYSIK, 1900-date; ROYAL SOCIETY OF LONDON. PROCEEDINGS, Series A and B, complete back file; DEUTSCHES BUCHERVERZEICHNIS, 1911-1940; over one hundred volumes in the Fourth Series of PARLIAMENTARY DEBATES; Lorenz, CATALOGUE GENERAL DE LA LIBRAIRE FRANCAIS DEPUIS, 1840-1925; six supplementary volumes to PROPYLAEN KUNSTGESCHICHTE; Thieme, ALLGEMEINES LEXICON DER BILDENDEN KUNSTLER, thirty-seven volumes and supplement.

Among donors to the library were: Academic Press, Ronald Adams, American Chemical Society, American Council of Learned Societies, American Petroleum Institute, American Zionist Council, Sallie B. Anderson, Anglo-American Council on Productivity, Appleton-Century-Crofts, Association of American Railroads, S. Barkin, Basic Books, W.C. Bentrup, Bowling Green State University, Dean Francis W. Bradley, Mrs. Mary C. Brockman, Business Historical Society, August A. Busch, Jr., Career Publications, Carnegie Institute of Technology, Caroliniana Library, Committee for Economic Development, Chamber of Commerce of the United States, Chase National Bank, Christian Reform, Mrs. David Coker in memory of Mr. Bedford Moore, Commercial Credit Company, Conference on Consumer Insurance Law, Conference on Deans of Southern Graduate Schools, Corning Glass Center, Creighton University,





Diplomatic Mission of the Federal Republic of Germany, Roy A. Foulke, Editorial Superacion, Edwards Brothers, Esso, Consulate General of Estonia, Faberge, Inc., Maude Fairey, W. V. Richmond, Federal Reserve Bank of New York, Firestone, Inc., Dun and Bradstreet, Foundation for Economic Education, Foundation of Foreign Affairs, George Fox Book Fund, Ira Stoner Franck, Garrard Press, Geological Society of America, Mrs. Robbin Gilman, Octavia Gil Munilla, Mrs. Joseph Goodbar, Grabhorn Press, Harper and Brothers, Henry C. Haskell, Dr. J. H. Hassell, Haverford College Library, Holy Cross College, J. A. H. Hopkins, Eugenia M. Hostos, Dr. W. E. Hoy, Glenn Hughes, Incentivist Publications, Institute of Public Administration, International Monetary Fund, Major General F. A. Irving, Mr. P. F. Kobbe, S. H. Kress Foundation, Ford Glass Company, Liberia Palau, Lincoln Arc Welding Foundation, Livres Americains Traduits en Francais, R. W. Lloyd, Longmans, Green, John McConaughy, Lee Major, Harold G. Manning, Manufacturing Chemists Association, Marburg Family, U.S. Marine Corps, Marshall College, Marshall, Morgan, and Scott, Mardi Meriwether, Mrs. R. L. Meriwether, Middle American Research Institute, William D. Morgan, National Social Welfare Assembly, New York State Department of Education, New York State Association of District Superintendents, Swets and Zeitlinger, Martinus Nijhoff, Northwest Conference on General Education, Donough O'Brien, John E. Owens Memorial Foundation, C. S. Petersen, Dr. Julian Petty, Polish Embassy, University of South Carolina Physics Department, Princeton University, Dr. H. H. Quint, Radio Corporation of America, Colonel LeRoy Reeves, E. L. Remits, President Donald Russell, Saar Government Information Office, L.E. Schlytter, Mr. Edwin Seibels, C. E. Shinholser, Smithsonian Institution, University of South Carolina Department of Social Work, Society for the Prevention of World War III, Southern Regional Education Board, Spencer Press, Frank Sullivan, G. L. Summer, Dean R. L. Sumwalt, G.E. Stringfellow,





Mrs. H. O. Strohecker, M.S. Sundaram for the Embassy of India, Dr. Stephen Taber, University of Tennessee, Texas Company, Toilet Goods Association, W. W. Tomlinson, Transportation Association of America, Ray Turgeon, L.H. Turk, U.S. Cuban Sugar Council, U.S. Savings and Loan League, Universidad Central de Venezuela, University of Oklahoma Press, University of Texas, Vatican, Professor C. H. Waterfall, Jack G. Watts, E. T. Whiffen, Dr. R. H. Wienefeld, Prof. J. H. Williams, Wilson Motor Company, Martha Woodham, Woodrow Wilson Foundation, Wool Manufacturers, Work Glove Institute, A. H. Wright, and H. Yaffe.

Continuous effort is being made to build up and improve the general library collection. A start has been made on checking the library's holdings against the CATALOGUE OF THE LAMONT LIBRARY, HARVARD COLLEGE (1953).

#### RARE BOOKS:

The weeding of the books stored in the South basement was completed and items of value added to the main collection.

Catalogs of rare book dealers were checked and any volumes noted on the open shelves were transferred to the Treasure Room.

#### CATALOGING DEPARTMENT:

8076 new volumes were cataloged and 58,612 catalog cards were prepared and filed. 5,310 cards were corrected and revised for Caroliniana Library books represented in the McKissick catalog.

Most of the leather bound volumes in the government document serial set have been oiled this year.



In cooperation with the Reference Department, users of the catalog have been assisted by guide cards to locate resources in the government documents.

